

Proposed 2019 Diocesan Budget

The Diocesan Budget Committee has prepared the proposed 2019 budget. **It includes an increase over the 2018 budget, which had revisions by Council.** The diocese has experienced positive budget years every year since 2013, and projects to continue to do so based on experience to date. The committee and staff believe the proposed budget is realistic and provided an appropriate budget to support the operations of the diocese for 2019. **Yellow lines** represent a change in either title and/or amount from the previous budget. **Blue lines** represent new expenditure lines. Some expenditure lines may have been placed in a different section of the budget document, or moved within sections.

As a general note, after Convention passed the 2018 Budget, the Bookkeeper position changed from being full-time to being part-time, coinciding with the previous Bookkeeper's departure on disability. The Council redistributed the difference from the change to that salary line, distributing the funds among existing line items and/or adding new ones, in such a way as to stay within the original bottom line. Additionally, we received a monetary gift that funded an increase to the overall budget for 2018 by \$3,300.00, in order to add janitorial service for the Diocesan Office. Thus, while the bottom line increased by \$3,300.00, it was a funded increase and not a speculative one. There were some other tweaks early in 2018, and all of the changes made by Council are reflected in the side-by-side comparison document that will be released as an aid in this process, showing the original 2018 budget, the 2018 budget as revised by Council, and the proposed 2019 budget.

1 -- Tithe \$500,000.00

MISC/OTHER OPERATING SUPPORT

2 - Other/Miscellaneous

3 - Diocesan Lunches/Meetings Reimbursements

4 - **Total Income \$500,000.00** This line number was changed by Council from 3A to 4 for 2018 and remains so for 2019.

OPERATING EXPENDITURES

OFFICE OF THE BISHOP

The Episcopate

5 - Salary -- \$113,300.00. This amount is up 3% from 2018. This line number changed in 2018.

6 - Pension -- \$20,394.00. This amount is up from 2018, reflecting the 3% increase in salary. This line has been moved within this category from the 2018 budget.

7 - Life Insurance/Key Man Policy --\$2,900. This amount is reduced from 2018, reflecting that the Bishop no longer qualifies for HSA contributions This line has been moved within this category from the 2018 budget.

8 - Auto Reimbursement --\$11,500.00. This amount is unchanged from 2018. This line has been moved within this category from the 2018 budget.

9 - Travel Expense/Diocese -- \$11,000.00. This amount was revised up by Council for 2018 and is unchanged for 2019.

10 - Travel Expense/Provincial-- \$12,000.00. This amount was revised up by Council for 2018 and is unchanged for 2019.

11 - Hospitality -- \$5,000.00. This amount is unchanged from 2018. This line has been moved within this category from the 2018 budget.

12 - Bishop's Phone -- \$2,100.00. This amount is unchanged from 2018.

12A - Sub-Total Episcopate --\$178,194.00.

Diocesan Administrator

13 – Salary – **UPDATED** -- \$70,000.00. This is an increase over the previous year due to the need to recruit a replacement for the current administrator and is intended to be a maximum compensation dependent on experience.

13A –Sub-Total Administrator --\$70,000.00

Bookkeeper (hourly)

14 – Salary -- \$16,640.00. This amount was reduced by Council for 2018, and is reduced for 2019 from when there was overlap from the previous full time employee for the first month of 2018.

14A – Sub-Total Bookkeeper -- \$16,640.00.

Receptionist/IT/Assistant Administrator This title was changed by Council in 2018.

15 – Salary—**UPDATED** -- \$16,000.00. This represents a 3% raise over the 2018 amount that was revised up by Council. This amount is 50% of the total salary. St James and Our Lady of Guadalupe pay the remaining 50%.

15A – Sub-Total Receptionist/IT/Administrative Assistant --\$16,000.00

16 – FICA (employer) 10.4% -- **UPDATED** --\$10,675.00. This is an increase of the 2018 amount that had been revised down by Council.

16A – TOTAL EXPENDITURE FOR OFFICE OF THE BISHOP -\$292,115.00.

Other Administrative Expenses

17 –Bank Fees --\$200.00. This is an increase from 2018.

18 –CPA Costs -- \$900.00. This is unchanged from 2018.

19 –Ministry Recruitment/Deployment --\$5000.00. This amount is unchanged from 2018.

20 –Technology/Website/Repairs --\$2,300.00. This amount is reduced from 2018.

21 – Office Supplies --\$3,000.00. This amount is unchanged from 2018.

22 –Office Hospitality --\$1,000.00. This amount is unchanged from 2018.

23 –Postage -- \$1,000.00. This amount is unchanged from 2018.

24 – Payroll Administration -- \$700.00. This amount is unchanged from 2018.

25 –Telephone/Internet --\$4,000.00. This is an increase over 2018.

26 –Rent -- \$12,408.00. This an increase based on the third year lease rate.

27 – Insurance (Liability, W. Comp) --\$3,300.00. This is unchanged from 2018.

28 – Diocesan Convention --\$3,200.00. This amount was reduced by Council for 2018, and is unchanged for 2019.

29 –Mass of Chrism -- \$1,000.00. This is unchanged from 2018.

30 – Office Equipment Maintenance and Repairs --\$1,373.00. This amount is unchanged from 2018.

31 –Copier Expense -- \$4,900.00. This is an increase from 2018.

32 – Asset Replacement-- \$1,500.00. This amount was reduced by Council for 2018, and is unchanged for 2019.

33 – Storage Fees -- \$2,275.00. This is an increase from 2018.

34 – Security -- \$500.00. This is unchanged from 2018.

35 – Sparklett’s Water --\$300.00. This is unchanged from 2018

36 – Clergy/Laity Retreat -- \$5,000.00. This is unchanged from 2018.

37 – Catechist Training --\$2,200.00. This is reduced from 2018.

38 – Routine Legal Fees -- \$2,000.00. This reduced from 2018.

39 – Janitorial Service -- \$3,300.00. This amount was added by Council in 2018, and is unchanged for 2019.

40 – Miscellaneous/Contingency --\$3,135.00. This line item was added by Council for 2018, and is reduced for 2019.

- 41 – ACNA West -- \$1,500.00. This line item was added by Council for 2018. The amount is the dioceses portion of a four-diocese partnership to provide testing services for new clergy candidates. This amount is unchanged for 2018.
- 42 –Safe Ministry Testing --\$1,000.00. This amount was added by Council in 2018 and is reduced for 2019.
- 43 – Audit -- \$8,000.00. This line is moved from the Reserve Restricted Funds category to Administrative Expenses because we expect to have a full audit in 2019. The money that has been saved over the past several budget years will be combined with this amount to cover the approximate \$13,000.00 estimated cost for 2019.
- 43A-- Sub-Total Administrative Expenses -- \$74,385.00**
- 43B – Sub-Total Diocesan Administration -- \$366,500.00**

CONGREGATIONAL DEVELOPMENT

- 44 – Youth Ministries --\$10,000.00. This amount is unchanged from 2018.
- 45 –Anglican 4th Day --\$4,000.00. This amount is unchanged from 2018.
- 46 – Mission and Ministry Grants--\$50,000.00. This amount is increased from 2018.
- 47 –Church Plant Support --\$8,000.00. This is a new expenditure line.
- 47A --Sub-Total Congregational Development -- \$72,000.00.**

Extra Diocesan Allocations

- 48 –ACNA (10% Tithe) -- \$50,000.00.
- 48A – Sub-Total Extra Diocesan Allocations - \$50,000.00.**

48B –TOTAL OPERATING EXPENDITURES -- \$488,500.00.

RESERVE FUNDS/RESTRICTED

- 49 -- GAFCON --\$3000.00. This amount is increased from 2018.
- 49 –Episcopate Succession --\$1,000.00. This amount is unchanged from 2018.
- 50 – ACNA Meetings --\$7,500.00. This amount is increased from 2018.
- 50A-- Sub-total Reserve Funds Restricted - \$11,500.00.**

AA – TOTAL EXPENDITURES -- \$500,00.00

Restricted Funds Income

- a** – Foreign Missions/World Missions
- b** – Youth Ministries
- c** -- Legal Fund

Restricted Funds Expenditures

- d**– Foreign Missions/World Missions
- e** – Youth Ministries
- f** --Legal Fund